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1. An apparatus

which is configured to print each time one record carrier to be printed, and which is configured to scan each time one record carrier to be scanned, and which has holder means for holding a stack of record carriers to be printed, and which has withdrawal means for withdrawing each time one record carrier to be printed from the stack of record carriers to be printed, and which has load-exerting means which are movable between a load-exerting position and a no-load position and which in their load-exerting position urge the stack held in the holder means, in its area near the withdrawal means, towards the withdrawal means under spring load and in their no-load position assure that a stack of record carriers to be printed can be introduced into the holder means without being influenced by the load-exerting means and which has actuating means for moving the load-exerting means from their load-exerting position into their no-load position, and which has drive means for driving a record carrier to be scanned, and which has guide means for guiding a record carrier to be scanned and to be fed to the drive means,

characterized in that

the actuating means for moving the load-exerting means are, in addition, configured as guide means for guiding a record carrier to be scanned and to be fed to the drive means

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2. An apparatus as claimed in claim 1, characterized in that the actuating means are arranged so as to be pivotable about a pivotal axis and the actuating means have a guide plate which is pivotable about the pivotal axis, and the guide plate has at least two guide projections which each have a guide surface, the two guide surfaces being spaced at a distance from one another, which distance corresponds to the dimension of a record carrier to be printed in a direction parallel to the pivotal axis.